

MINUTES  
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES  
JULY 19, 2002

The regular meeting of the State Board for Community and Junior Colleges was held on Friday, July 19, 2002, at 9:00 a.m., in Room 507 of the Education and Research Center in Jackson, Mississippi.

**Members present:** Mrs. Sara Fox, Mrs. Veldore Heidelberg, Mr. Napoleon Moore, Mrs. Dorothy Nelson, Ms. Patricia Randall, Mr. Lawrence Warren, and Mrs. Brenda Yonge.

**Members absent:** Major General Denver Brackeen, Mr. Jimmy Murphy, and Mr. George Walker.

**Staff in attendance:** Dr. Wayne Stonecypher, Mrs. Nancy Alley, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert, Mrs. Sandra Lucas, Mr. Jason Pugh, Mrs. Eloise Richardson, Mr. Ray Smith, Mrs. Denise Walley, Dr. Evelyn Webb, and Ms. Frankie Walton-White.

**Guests in attendance:** Dr. Jesse Smith – Jones County Junior College; Dr. Bill Smith – IHL; Ms. Jerry McClendon – Mississippi State Department of Education; Dr. Tommy Davis – East Mississippi Community College; and Dr. Ed Ranck – Friedman, Luzzatto & Company.

**PRELIMINARIES**

Mr. Jason Pugh gave the invocation.

**CALL TO ORDER**

Executive Director, Dr. Wayne Stonecypher opened the meeting. He stated that SBCJC Chairman, Mr. George Walker, is in Maine on vacation. Dr. Stonecypher reminded the Board that a new Vice-Chairman needed to be elected since Mr. Henry Hudspeth's term on the Board ended June 30, 2002. Upon a motion by Mrs. Brenda Yonge and a second by Mr. Lawrence Warren, the Board voted unanimously to elect Mrs. Sara Fox to serve as Vice-Chairman.

Mrs. Fox called the meeting to order and introduced the newly appointed SBCJC members, Mr. Napoleon Moore, Mrs. Dorothy Nelson, and Ms. Patricia Randall and welcomed them to the Board. All guests present introduced themselves.

**Approval of Minutes of the June 28, 2002 Meeting**

Mrs. Fox asked that a correction be made to reflect the word "register" be changed to "registered" on page 3 of the minutes. Upon a motion by Mr. Lawrence Warren and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the amended minutes of the June 28, meeting.

**Review and Approval of Agenda**

Upon a motion by Mrs. Veldore Heidelberg and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the agenda as presented.

## **EXECUTIVE DIRECTOR'S REPORT**

Dr. Wayne Stonecypher expressed his appreciation for the opportunity to serve as Executive Director. He welcomed the new Board members and reported that the fourth new member, Major General Dennis Brackeen is recovering in the hospital and could not attend today's meeting.

Dr. Stonecypher gave a brief report on the Mississippi Association of Community and Junior College Trustees' Association Annual Meeting held on June 28 and 29, 2002, at the Beau Rivage in Biloxi, Mississippi.

Dr. Stonecypher announced that Dr. Randall Bradberry had been named Associate Executive Director of Programs. He asked that Dr. Bradberry update the Board on efforts to fill the position of SBCJC Director of Affiliated Activities. Dr. Bradberry announced that a committee had been selected to review applications and interview applicants for the position. The committee hopes to make a recommendation to fill the vacancy in the near future.

In current activities, Dr. Stonecypher reported that SBCJC staff are conducting and finalizing Employee Performance Evaluation Appraisals.

Dr. Stonecypher announced that SBCJC staff is currently working with the Department of Information and Technology Services (ITS) to provide the software platform for the Mississippi Virtual Community College (MSVCC). When the contract is finalized, it will be brought to the Board for approval at a future meeting. Dr. Stonecypher gave a brief overview of the MSVCC.

Major issues for the Board include the Legislatively mandated community college funding study. The proposals for the study are due in the SBCJC office by August 2, 2002. Also, the issue of transfer of Post-Secondary Vocational/Technical education from the Mississippi State Department of Education to the SBCJC is being explored. Dr. Stonecypher reiterated that the colleges are experiencing tough times due to tight budgets and shrinking revenue collections. The SBCJC will continue to work with the MACJC to gain resources for the colleges for Fiscal Year 2004.

Dr. Stonecypher announced that the Legislative Budget Hearing has been set for September 11, 2002, at 3:05 p.m. He reported on meetings with Legislators to discuss ideas.

Dr. Stonecypher announced that Dr. Angeline Dvorak had resigned from the Mississippi Technology Alliance to take a position at the University of Southern Mississippi as the Director of Research and Planning.

Dr. Stonecypher distributed an article that recently appeared in the Mississippi Business Journal about SBCJC member Mr. Lawrence Warren (Exhibit A). He also distributed copies of articles related to the Arizona Community College Board (Exhibit B).

Dr. Stonecypher gave the new Board members a pamphlet explaining the Full-Time Equivalent (FTE) Funding Formula.

Mr. Jason Pugh explained that the MSVCC is a consortial arrangement between the fourteen community colleges in the State. The planning stage for the MSVCC began in 1997, with the first

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actual on-line classes beginning in January 2000. Currently there are in excess of 126 courses offered through the MSVCC with over 500 sections being taught. The system is flexible and provides educational options to place and time bound students. He distributed a graph detailing MSVCC enrollment figures from Spring 2000 through Summer 2002 semesters (Exhibit C). Mr. Pugh reported that thirteen of the colleges are gearing up for an accreditation visit from the Southern Association of Colleges (SACs). The SAC's visit is scheduled for Spring of 2003.

Mr. Pugh also gave the Board an overview of the Blackboard course delivery platform. The system is secure and students' personal information and course content copyrighted information are protected. All components for successful delivery of an on-line course are packaged in a controlled environment that is protected. Currently the MSVCC contracts with Blackboard for the software and the hosting of the service. Mr. Pugh invited the Board to stop by his office and visit the MSVCC site.

#### MACJC Report

Dr. Tommy Davis complimented the SBCJC on selecting Dr. Wayne Stonecypher to serve as Executive Director.

Dr. Davis gave a report on items discussed during the Mississippi Association of Community and Junior Colleges (MACJC) during the Legislative Planning Session on June 9, and the special meeting held on June 29, 2002.

Dr. Davis appointed Dr. William Lewis and Dr. Larry Bailey to serve on a committee with Mr. Pete Walley addressing the issue of consolidation of Post-Secondary Vocational/Technical training programs.

The Mississippi Army National Guard invited the MACJC presidents and Dr. Wayne Stonecypher to visit Camp Shelby to view some of their programs.

Athletic issues related to basketball were dealt with during the June 9, 2002, meeting.

Dr. Starkey Morgan named a committee to examine issues related to opportunities for the colleges that would re-examine the mission of the individual colleges.

Mr. Haley Barbour, a possible candidate for a statewide office, asked to meet with the Association. The Association passed a motion stating that any person seeking election to a statewide office that makes a request to address the MACJC be allowed to do so.

The Association discussed concerns related to the Articulation Agreement with IHL.

The Association discussed, formulated and approved the 2003 Legislative Program.

The Association requested that SBCJC staff include information on Advanced Technology Centers and Workforce Training in the Community College Funding Study.

Mid-Point salary increases for community and junior college faculty and staff was identified as the number one priority of the Legislative Program.

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Dr. Davis stated that he serves as the MACJC's representative on the Board for Jailers' Standards and Training. The Board establishes standards for jailers across the State. The interim director of the agency expressed an interest in doing training in law enforcement. There is a possibility that the training might be done over the Community College Network (CCN).

Dr. Davis reported that the MACJC would not meet in July.

#### Lease Purchase Arrangement for Community Colleges

Dr. Wayne Stonecypher introduced Dr. Ed Ranck with Friedman, Luzzatto & Company, who gave a presentation on the State of Mississippi's Master Lease Purchase Program. During the past Legislative Session, language allowing community and junior colleges to participate in the program was added and passed. The Master Lease Purchase Program is designed to use the State of Mississippi's credit and credit rating to obtain funding to make purchases of equipment. The program is already in use and is working well.

Dr. Ranck explained that when a college wants to participate in the program, college staff would contact Friedman, Luzzatto & Company. After the requests reach approximately \$5,000,000 accumulated statewide, a bond sale will be issued. Each college would enter into a sub-lease contract with the Mississippi Department of Finance and Administration (DFA) who will sub-let the equipment to the colleges. The colleges would have title to the equipment. In the event a college was to default on the loan, the contract would allow DFA to intercept any state funding appropriated to that college to cover the loan.

Mr. Ranck stated that bond sales are currently being made three times per year; however, they are issued as often as necessary. His company can also arrange for short-term interim financing for emergency purchases for the colleges. Also, the Board of Trustees of a college can approve an emergency purchase and pass a reimbursement resolution in order to get a project funded out of the next bond issue at a lower interest rate.

The colleges will authorize payment to the vendors. The funding will remain in an escrow account until the college authorizes payment to the vendor.

Mr. Ranck stated that the program could also be used to refinance current high rate outstanding lease purchase contracts to provide a cost savings to the colleges. This would create extra cash to be used on other projects. He offered his assistance to review any existing contract to examine cost savings. He stated that the lease purchase program is a rental agreement and is, therefore, not considered debt to the colleges. In order to participate, each college's local Board of Trustees must pass a resolution authorizing the institution to enter into a contract with DFA.

An Internet link to the Master Lease Purchase Program is being added to the SBCJC website. Information, documents, and forms will be available through the website, along with information on the last bond issue sale.

#### Report from Jones County Junior College

Dr. Jesse Smith, President of the Mississippi Community College Academic Deans Association, addressed the Board and gave them an overview of the quality of instruction offered at the community and junior colleges. At the last Deans Association meeting they reviewed the

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Articulation Agreement with representatives of the Institutions of Higher Learning. The Articulation Agreement was developed to ensure that courses taught at the community and junior colleges would be accepted for credit at senior colleges and universities. Dr. Smith stated that the Deans Association remains focused on maintaining quality in instruction and the Articulation Agreement plays a large part in doing so. There is a mechanism in place to assure that the Agreement is reviewed on an annual basis and is approved by representatives of IHL and the community and junior colleges.

Dr. Smith gave the Board a brief history of Jones County Junior College and its commitment to quality education and meeting the goals of the community college system in Mississippi. Jones has approximately 200 full-time faculty members. They are required to attain three graduate hours of education in their field every three years. Jones follows a Total Quality Management format. Course objectives are reviewed annually and updated when necessary. Dr. Smith stated that 70% of the students at Jones are in academic transfer program. The remaining 30% of students are in the career and technical fields. He reported that Jones expects approximately 5,200 students to begin the Fall 2002 semester.

Dr. Smith also discussed the community and junior college Uniform Course Numbering System that allows for seamless transfer of courses from one college to another. The Academic Deans Association has a committee that examines requests for new courses. If the request is approved the course is submitted to the Deans Association for approval and is then listed in the Uniform Course Numbering System.

Dr. Smith reported that the Mississippi Legislature has appropriated \$4,000,000 to Jones County to build an advanced technology center to be a part of the Howard Industries Industrial Park. Jones will commit resources raised from non-state appropriated funds for the 50,000 square foot facility with three main focuses: information technology, applied manufacturing technology, and agriculture and forestry. The center will promote economic development and will build upon skills learned at the two-year institution.

\*The meeting recessed at 10:30 a.m. and reconvened at 10:45 a.m.

#### ATM Update

Mr. Ray Smith gave the Board an update on the migration to the ATM system. The migration will allow more flexibility and add applications for instructors teaching on-line courses. ATM will also allow the combination of systems and run them concurrently over one system to better utilize bandwidth. Mr. Smith announced that the SBCJC is sponsoring a conference on ATM next week. A speaker has been invited to address the conference to talk about how the ATM system can be utilized in distance education.

#### Workforce Report

Mrs. Nancy Alley gave the Board an update on the activities of the State Workforce Development Council (SWDC) including a brief history of the Council. Each community and junior college has a Workforce Development Center with a staff that works with local business and industries to write training projects for new and existing industries.

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Mrs. Alley reported that the SWDC had a \$12,400,000 budget to provide training for all fifteen colleges in fiscal year 2002. With those monies, 1,584 projects were funded. She reported that the duplicated number of trainees was 300,075 persons. Non-duplicated head count of trainees will be available shortly. For fiscal year 2003 there will be approximately \$1,200,000 less available for training projects. Mrs. Alley stated that reduced funding is a real concern; inasmuch as Nissan suppliers will be coming on-line and looking to our office to assist with training needs. As the colleges send in their accountability reports, final figures on individuals trained will be developed and conveyed to the Board.

#### EdNet Report

Dr. Evelyn Webb stated that Mr. Jimmy Murphy had asked her to convey his regrets to the Board. He was unable to attend the meeting due to the death of one his employee's family members. Dr. Evelyn Webb gave the Board an update on an EdNet meeting held on July 15, 2002. She gave a brief history of EdNet for the new Board members. The goal of EdNet was to build a wireless system where one-way training could be offered throughout the state at no cost to the individuals. The contract with the last private partner, WorldCom, ended in April 2002; however negotiations are still continuing inasmuch as they failed to meet the contractual conditions to build-out the statewide system. Dr. Webb reported that two state agencies are interested in contracting with EdNet to provide training over the statewide system.

#### Location of Classes for Summer/Fall Terms

Dr. Evelyn Webb presented a final list of Locations of Classes for the Summer 2002 Term for the fifteen colleges (Exhibit D). Upon a motion by Mr. Lawrence Warren and a second by Mrs. Brenda Yonge, the Board voted unanimously to approve the list of Location of Classes for the Summer 2002 Term.

Dr. Webb also presented an initial list of Locations of Classes for the Fall 2002 Term (Exhibit E). Upon a motion by Mrs. Brenda Yonge and a second by Mr. Lawrence Warren, the Board voted unanimously to approve the initial list of Locations of Classes for the Fall 2002 Term.

#### Finance Report

Upon a motion by Mrs. Brenda Yonge and a second by Mr. Lawrence Warren, the Board voted unanimously to approve the August and September 2002, General Fund 2298 Disbursements in the amounts of \$4,681,567 each (Exhibit F).

Upon a motion by Mrs. Brenda Yonge and a second by Mr. Lawrence Warren, the Board voted unanimously to approve the July 31, 2002, Budget Contingency Fund Disbursement from Fund 3295 in the amount of \$860,481 (Exhibit G).

Dr. Larry Day presented the Quarterly Capital Improvement Report for the Board's review (Exhibit H). No action was required.

Upon a motion by Mrs. Brenda Yonge and a second by Mr. Lawrence Warren, the Board voted unanimously to approve a contract with the Mississippi Attorney General's Office for legal services beginning July 1, 2002, through June 30, 2003, in the amount of \$20,836.20 (Exhibit I).

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Mrs. Sara Fox presented the following agenda items, requiring no action, for the Board's review:

Update on the FTE Funding Formula (Exhibit J)  
Financial Statements for Fund 2291 and 3291 as of June 30, 2002 (Exhibit K).

#### Funding Study Update

Mrs. Deborah Gilbert gave an update on the funding study proposal. The Mississippi Legislature mandated that the study be done during the 2002 session. On July 2, 2002, a Request for Proposal (RFP) was mailed to 30 different consultants and advertised in the Clarion Ledger. An advisory committee was established to work with the proposals. The committee is comprised of Dr. Charles Chance, Dr. Howell Garner, Mr. Jerry Senter, Dr. Evelyn Webb, and Mrs. Gilbert. The committee's charge is to review, evaluate, and select a proposer, to help interpret to the consultant the existing practices and needs for improvement, and to make time available for inquiries for the consultant during the process. Also, the committee will establish and maintain lines of communication with the college business managers, presidents, and other individuals that need to be informed as the process continues. The proposers will need to submit their plans by 5:00 p.m. on August 2, 2002. Copies of the proposal will be forwarded to the committee for their review. A meeting of the whole committee will follow. Mrs. Gilbert reported that Representative Cecil Brown, who introduced the legislation mandating the study, has been invited to attend the interview sessions. After the review process is completed, the committee will bring selected proposals to the Board for review and action. The study should be completed and delivered to the SBCJC by November 1, 2002.

Dr. Wayne Stonecypher reported that the MACJC presidents had agreed to participate by providing funding for the study to augment the funding that is available from the SBCJC budget.

#### GED/ABE Report

Mrs. Eloise Richardson gave the Board a report on the activities of the GED office. A new GED examination went into effect on January 1, 2002. Mrs. Richardson reported that Oklahoma Scoring Center is now grading all Mississippi GED examinations. First time score reports, transcripts and diplomas are still being printed here in the SBCJC office and mailed to applicants. She stated that local GED examiners are now able to go on-line and obtain information on GED test applicants free of charge. Effective July 1, 2002, the GED office began charging a \$5.00 fee for duplicate transcripts and diplomas.

#### Appointment of Member to Commission for Proprietary Schools and College Registration

Dr. Randall Bradberry made a recommendation that Commission on Proprietary Schools and College Registration (CPSCR) member, Dr. Shirley Hopkins-Davis be reappointed to serve another term on the Commission. Upon a motion by Mr. Lawrence Warren and a second by Mrs. Brenda Yonge, the Board vote unanimously to re-appoint Dr. Shirley Hopkins-Davis to another term on the Commission.

Dr. Bradberry also announced that CPSCR member Mr. Billy J. Lofton had resigned and that SBCJC staff is working to find a replacement. He asked for input from the Board for individuals that are qualified to serve on the Commission.

Travel Authorizations

Mrs. Fox asked if there were requests to authorize travel reimbursements for events other than regularly scheduled Board meetings. No additional travel reimbursement requests were presented.

ADJOURNMENT

The meeting adjourned at 11:25 a.m.



Mrs. Sara Fox, Vice-Chairman



Dr. Wayne Stonecypher, Executive Director